1908-9

(2 B)

254.7.1908

1927

Instructions for preparation of D F and D C B returns

Secs 274 —08

Previous references.

1908-09
(Local Govt)

File No. 284-C-8

Serial Nos. 1172)

Later references.

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1172

Part B. for February 1909

SUBJECT.

Instructions for the preparation of Decennial Returns

Sl 2] Letter Presidency Govt to Govt Gujarat Sl. No. 7988-3006 of 15th Dec 1908. Requesting to submit their suggestions in the matter of instructions proposed to be issued on the method of preparing the Decennial Statements

GENERAL AND REVENUE SECRETARIAT.

3606 (L.B)

NOTES.

File No. 284-08

FILE HEADING.

Instructions for the preparation of the D.T D.C.B returns

From

No.	Dated	Received

Diary No.	Enclos	Spare Copies	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

Draft of instructions for the preparation of D.T D.C.B returns ~~are~~ is Submitted for approval or other orders.

12/1/09 (Sec) 22.1.09 (Secy)

9511 22.1.1909

15/1/09

Draft approved with an alteration Correcting it into a provisional set of instructions for ~~the~~ this year. [illegible] The Corrections of Calcy amounts will appear

Notes—First sheet

GPB—30,000—3-4-07.

G. R. S. 12]
General and Revenue Secretariat.

1 25 File No. 784 of 1908

Serial No.

C Mackenzie

28/9/09

P & D
29/1.

29.1.09.

3 The amounts in deposit are not taken into account in the Departmental Registers. They are included in the Treasury only on the gross receipts.

4 May the draft in the file issue?

30/1/09 5 Issue

9.2.09.

6 & 7 Presidents opinions W. 7998-8006 & 15 Telegs - Requests the Presidents to know what with their opinions in re: the instructions proposed to be issued for the preparation of DCB returns —

NOTE—Contn. sheet.

GPB—50,000—13.5.08

one copy

G.R.S. 28]

File No.

Serial No.

Diary No. of letter replied to

Proceedings of the Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE SECRETARIAT.

7998-8000
~~7440-55~~
LB:284-08
15.2.09

Order

, *the* 190

As the method of preparing the D.F.D.C.B statement varies in the several districts and as the statements now

Date of issue 6.2.09

Signed by

ORDER THEREON.—No.

received do not afford ~~scope~~ sufficient scope for exercising proper ~~any~~ check, it is deemed necessary to issue the following instructions ~~issued for~~ in view to receive uniformity in their preparation and facilitate

over

SUBJECT

A(1) Form (3)

The arrears of previous years including those for the previous months of the current year, should be shewn in the Column of "arrears" under Demand for each item of D.F. Revenue. The actual demand for the month alone being entered in the Column "Current".

and minimize Correspondence but before abolishing and thoroughly investigating them finally you should be furnished with the demands and collections of the Tehsildars of Divisional Boards

2. Each of those items of Revenue, which falls due Regularly at fixed intervals such as ~~House Tax~~, ~~Tolls~~ Ferries, and market fees should have a Separate Column in the Statement under Demand Collection and Balance, as in the case of House Tax and Tolls and would not be blended together

(3) All other items such as 76 per Cent of Local Cess on Land Revenue Cattlepound Receipts the demands under which are identical with the Collection should be

under "Other items"

page 7.

G.R.S. 27]

GENERAL AND REVENUE SECRETARIAT.

(*Continuation Sheet draft form.*)

in the
merged ~~into a Single~~
Column "Other items"
Thus the demand under
House Tax for the year
which is due in two equal half yearly instal-
ments need only be shewn
under current" twice
in a year viz January
and July. The figures being
obtained from the tax books
while in the case of tolls &c
leased out on contract, for which periodical payments are prescribed by ~~contract or otherwise~~
~~&c the payments of which~~
~~are~~ fixed ~~permitted~~ on monthly
~~instalments~~, the first for
the month is the current
demand under that
item for the month, the
actual monthly collections being shown
as the demand when the collections are managed departmentally
The Return being
purely departmental, should
be prepared solely with
reference to the account-
books in the local Board
Department, the certificate
of the Treasury Officer being
obtained to "the amount
actually credited to the Treasury
an explanatory remark being appended to ~~the~~ every variation between
the figures in the Statement
and those furnished by the
Treasury Officer, should be

explained ~~And~~ When the
variation is due to deposits,
a note should also be made
as to what amount of it
was refunded, when, and under
what authority; and ~~if not~~
~~so dealt with~~, to what heads or heads the whole or that
~~it~~ was credited. ~~[in which~~
~~case a corresponding Reduction~~
~~being made under balance~~
~~of those items of demand~~
~~alluded to in para 2.]~~

(2) Form 3(a)

The above instructions should
be observed in the preparation
of this form so far as they are
applicable. The object of
this Statement being to furnish
details of arrears, the total
under arrears in form (3)
should tally with the totals
in this return

The details as to arrears
should be shewn separately
for each year.

The annas and
pies shewn in these Statements (3 a on 3)
should be rounded into
Rs

Hill
for Secy
8/20/09

To The Presidents of Dist Boards

Directed
Hill

G.R.S. 27]

GENERAL AND REVENUE
SECRETARIAT.

(*Continuation Sheet draft form.*)

MGCPB—30,000—5-4-05.

1908-09

GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE

LOCAL FUND AND SANITARY
(LOCAL BOARDS)

PROCEEDINGS

Dated 15th February 1909

No. 7998-8006
L. B. 284-08-2

Requesting the Presidents of District Fund Boards to favor Government with their remarks and suggestions in the matter of instructions proposed to be issued on the method of preparing the District Fund Demand, Collection and Balance Statement to facilitate check and minimise correspondence.

GPB—22-1-09—250

No. 7998-8006—L. B. 284-08-2. DATED BANGALORE. 15TH FEBRUARY 1909.

ORDER.—As the method of preparing the District Fund Demand, Collection and Balance Statement varies in the several districts and as the statements now received do not afford sufficient scope for exercising proper check, it is deemed necessary to issue the following instructions in view to secure uniformity in their preparation and facilitate check and minimise correspondence. But before adopting and prescribing them finally, Government desire to be favored with the remarks and suggestions of the Presidents of District Fund Boards.

(1) FORM (3).

The arrears of previous years including those for the previous months of the current year should be shown in the column of "arrears" under demand for each item of District Fund Revenue, the actual demand for the month alone being entered in the column "current."

2. Each of those items of revenue, which falls due regularly at fixed intervals such as ferries and market fees should have a separate column in the statement under Demand, Collection and Balance, as in the case of house-tax and tolls and should not be blended together under "other items" as at present.

3. All other items such as 76 per cent of local cess on Land Revenue, Cattle-pound receipts, the demands under which are identical with the collection should be merged in the column "other items."

Thus the demand under house-tax for the year which is due in two equal and half yearly instalments need only be shown under "current" twice in a year, *viz.*, January and July; the figures being obtained from the tax books, while in the case of tolls, etc., leased out on contract for which periodical payments are prescribed, the kist for the month is the current demand under that item for the month, the actual monthly collections being shown as the demand when the collections are managed departmentally.

4. The return being purely departmental should be prepared solely with reference to the account books in the Local Board Department, the certificate of the Treasury Officer being obtained to the amount actually credited to the Treasury and an explanatory remark appended to every variation between the figures in the statement and those furnished by the Treasury Officer. When the variation is due to deposits, a note should also be made as to what amount of it was refunded, when, and under what authority; and to what head or heads the whole or balance was credited.

(2) FORM 3 (*a*).

The above instructions should be observed in the preparation of this form so far as they are applicable. The object of this statement being to furnish details of arrears, the total under arrears in Form (3) should tally with the totals in this return.

Local Fund and Sanitary (Local Boards), dated 15th February 1909.

The details as to arrears should be shown separately for each year.

The annas and pies shown in these statements (3a and 3) should be rounded into rupees.

C. S. BALASUNDARAM IYER,
Officiating Secretary to Government.

To—The Presidents of District Boards and the Sanitary Board, Kolar Gold Fields.

Exd.—C. R.